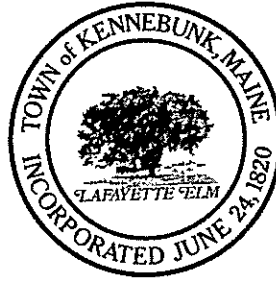


Town of Kennebunk, Maine



Comprehensive Plan Committee MEETING MINUTES November 17, 2021 Zoom Teleconference Meeting, Kennebunk

Present: Robert Metcalf [Chair], Janice Vance, Edward Trainer, Nick Branchina, and Robert Georgitis.

Also Attending: Blake Baldwin [Select Board Rep], Chris Osterrieder [Director of Community Development], Karen Winton [Deputy Director of Community Development], and Brittany Howard [Town Planner],

- 1. Call to Order:** Chair R. Metcalf called the meeting to order at 6:32 pm on November 17, 2021 via Zoom teleconferencing in keeping with the Committee's "Remote Meeting Policy" for COVID safety.
- 2. Outreach Update**

C. Osterrieder presented the outreach plan: website update, flyer hand out at election, social media posting, flyers posted throughout town, a press release, and other avenues. The department has received some limited feedback. The public hearing will be on zoom, town hall streams, local public TV (channel 1302) and live streamed on Facebook.

R. Metcalf voiced concerns about how the zoom meeting will be run and being able to address comments specifically, will the chat room be available and will staff be able to moderate the meeting. C. Osterrieder stated Facebook live participants will be directed on how to participate and staff will be able to help monitor the meeting. The chat function and hand raising option will be activated. The committee then discussed how to help facilitate the discussion with topics if there is limited participation.

The Committee then discussed how to address and handle comments and questions from the public and the framework for the meeting. The Committee needs to explain the purpose of the Comprehensive Plan and what it accomplishes as part of the presentation. The chair should give a synopsis of what the plan covers: zoning, strategic planning, and goals. There was a discussion about going through the plan chapter by chapter, members felt that might turn attendees away. They agreed to let the discourse from the public hearing portion of the meeting flow naturally considering most people will be focused on only chapters they are interested in. There should be a short introduction of the plan and then open it to public to keep them engaged rather than listening to just the committee talk.

The Committee then reviewed some graphics to show development in town. C. Osterrieder showed the committee google earth and the layers that can be turned on and off showing how the town has grown over time. This tool can be used to help generate discussion. The committee then reviewed certain areas of town and how development had taken place. B. Baldwin showed a short video showing development over time.

During the public participation portion of the meeting the committee should make sure to point the public to the strategies that may address some of their comments/concerns. The hot button items that may come up were listed: affordable housing, climate change, sea level rise, and transportation. N. Branchina had to leave the meeting.

The committee spoke about how to get people engaged and voter turnout. Town government needs public participation to be successful and to work. The plan will be directing the town for the future. J. Vance and R. Metcalf agreed to work together on a narrative/outline for the meeting.

3. Adjournment: There being no further business, the meeting adjourned at 7:57 pm.

Motion: Moved that the Comprehensive Plan Committee of the Town of Kennebunk adjourn the meeting.
Moved: R. Metcalf
Second: J. Vance
Vote: Show-of-hands vote, 4 votes in favor, none opposed; the motion passed.

Respectfully submitted,
B. Howard

Adopted by the Comprehensive Plan Committee in its Meeting
of December 6, 2021

Signed by:



COMPREHENSIVE PLAN COMMITTEE